

Charity registration number: 1159836

Shirley's Bone and Flint Mill Volunteers

**Annual Report and Financial Statements
for the Year Ended 31 March 2021**

Shirley's Bone and Flint Mill Volunteers

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 20

Shirley's Bone and Flint Mill Volunteers

Reference and Administrative Details

Chairman	Mr Peter Vigurs
Trustees	Dr Bernard Lovatt, Treasurer Mr Oliver Mason Mr Timothy Ludford Dr Barry Job Mr John McGirr Mr Charles Green MBE Mr Paul Ogden, Mr Mr Peter Vigurs
Charity Registration Number	1159636
Independent Examiner	Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke on Trent ST1 5DD
Principal Office	Lower Bedford Street Etruria Stoke-on-Trent Staffordshire ST4 7AF
Registered Office	5 Redheath Close Silverdale Newcastle Staffordshire ST6 6SQ

Shirley's Bone and Flint Mill Volunteers

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2021.

Trustees

Dr Bernard Lovatt, Treasurer

Mr Oliver Mason

Mr Timothy Ludford

Dr Barry Job

Mr John McGirr

Mr Charles Green MBE

Mr Paul Ogden, Mr

Mr Peter Vigurs

Objectives and activities

Objects and aims

The objects of the CIO are for the public benefit to preserve historic machinery, artefacts and buildings, in particular at Jesse Shirley's Etruscan Bone and Flint Mill, Etruria, Stoke-on-Trent, and to advance the education of the public in the same and their history.

Public benefit

For the public benefit the charity operates the Etruria Industrial Museum and maintains Shirley's Bone and Flint Mill. Due to Covid regulations the mill could not be put into steam or the public, schools, history and special interest groups admitted to the buildings.

To take advantage of the temporary closure and public funds made available to assist museums to emerge stronger from the Covid crisis funding was secured and used to improve and refurbish the buildings and to install an IT/AV system across the site.

The site continued to be used by the public for exercise as per Covid recommendations with volunteers maintaining it in a clean and safe condition.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Shirley's Bone and Flint Mill Volunteers

Trustees' Report

Achievements and performance

Keeping the site tidy by litter picking, grass cutting and general maintenance to provide a safe outside environment for exercise.

Improvement of the facilities of the site in the improvement and refurbishment of the warehouse by obtaining funding to install a toilet suitable for use by the disabled and painting of the building by volunteers. This gives a space that can be made available for use by the community when Covid regulations allow.

Obtaining funding from Historic England for the installation of an interconnected Information Technology (IT) and Audio Visual system in the mill, visitor centre warehouse and around the site. This will allow the activities in the mill to be seen around the site when it is in steam and improved interpretation. It will help to explain to visitors (including schools) how the mill works when it is not in steam.

A program of work to prevent long standing water ingress into the Visitor Centre was initiated and completed.

Volunteers from the Charity managed the projects.

Use of volunteers

Volunteers provided all the labour to maintain and operate the museum and mill. This is to include mill and site maintenance, restoration and repair of the mill, education, sales and marketing, accounts and general administration.

Financial review

The financial results for the year are set out in pages 6-19 of this report.

Policy on reserves

The policy is to keep a cash balance of approximately £20,000 with a minimum of £15,000 in the bank with around £1,000 in the current account and the balance in a savings account. Trustees and officers are required to inform the treasurer if a planned expenditure is more than £500. At the year end unrestricted reserves were £28,128 (2020: £31,136).

Structure, governance and management

Nature of governing document

Shirley's Bone and Flint Mill Volunteers is constituted as a Charitable Incorporated Organisation (CIO).

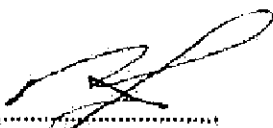
Recruitment and appointment of trustees

The trustees are elected by the members.

The annual report was approved by the trustees of the charity on 19/10/21 and signed on its behalf by:

Shirley's Bone and Flint Mill Volunteers

Trustees' Report



Dr Bernice Lovatt
Trustee

Shirley's Bone and Flint Mill Volunteers

Independent Examiner's Report to the trustees of Shirley's Bone and Flint Mill Volunteers

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 6 to 20.

Respective responsibilities of trustees and examiner

As the charity's trustees of Shirley's Bone and Flint Mill Volunteers you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').


I report in respect of my examination of the Shirley's Bone and Flint Mill Volunteers's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of Shirley's Bone and Flint Mill Volunteers as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Daryl Dutton
ACMA

VAST
The Dudson Centre
Hope Street
Stoke on Trent
ST1 5DD

Date: 5/11/2021

Shirley's Bone and Flint Mill Volunteers

Statement of Financial Activities for the Year Ended 31 March 2021

	Note	Unrestricted £	Restricted £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	2,536	58,242	60,778
Charitable activities	3	1,140	-	1,140
Other trading activities	4	435	-	435
Investment income	5	11	-	11
Total Income		<u>4,122</u>	<u>58,242</u>	<u>62,364</u>
Expenditure on:				
Raising funds	6	(381)	-	(381)
Charitable activities	7	<u>(6,749)</u>	<u>(52,646)</u>	<u>(59,395)</u>
Total Expenditure		<u>(7,130)</u>	<u>(52,646)</u>	<u>(59,776)</u>
Net movement in funds		(3,008)	5,596	2,588
Reconciliation of funds				
Total funds brought forward		<u>31,136</u>	<u>12,910</u>	<u>44,046</u>
Total funds carried forward	15	<u>28,128</u>	<u>18,508</u>	<u>46,634</u>
				Total 2020 £
Income and Endowments from:				
Donations and legacies	2	3,210	38,398	41,608
Charitable activities	3	6,481	-	6,481
Other trading activities	4	5,068	-	5,068
Investment income	5	13	-	13
Total Income		<u>14,772</u>	<u>38,398</u>	<u>53,170</u>
Expenditure on:				
Raising funds	6	(1,952)	-	(1,952)
Charitable activities	7	<u>(15,162)</u>	<u>(29,313)</u>	<u>(44,475)</u>
Total Expenditure		<u>(17,114)</u>	<u>(29,313)</u>	<u>(46,427)</u>
Net movement in funds		(2,342)	9,086	6,743
Reconciliation of funds				
Total funds brought forward		<u>33,478</u>	<u>3,825</u>	<u>37,303</u>
Total funds carried forward	15	<u>31,136</u>	<u>12,910</u>	<u>44,046</u>

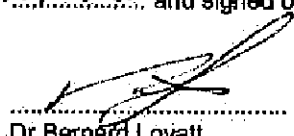
All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2020 is shown in note 15.

Shirley's Bone and Flint Mill Volunteers

(Registration number: 1159636)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	15,928	16,318
Current assets			
Debtors	13	4,750	4,446
Cash at bank and in hand		<u>26,616</u>	<u>24,792</u>
		31,366	29,238
Creditors: Amounts falling due within one year	14	<u>(660)</u>	<u>(1,510)</u>
Net current assets		<u>30,706</u>	<u>27,728</u>
Net assets		<u>46,634</u>	<u>44,048</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	15	18,506	12,910
Unrestricted income funds			
Unrestricted funds		<u>28,128</u>	<u>31,138</u>
Total funds	15	<u>46,634</u>	<u>44,048</u>

The financial statements on pages 6 to 20 were approved by the trustees, and authorised for issue on 14/10/21 and signed on their behalf by:


.....
Dr Bernard Lovatt
Trustee

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Shirley's Bone and Flint Mill Volunteers meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income, including donations, gifts, legacies and grants that provide core funding or are of a general nature, is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 8 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Freehold Land & Property	over estimated useful life.
Plant & Machinery	25% per annum on a reducing balance basis.

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Financial Instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

2 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Donations and legacies;			
Donations from individuals	2,536	-	2,536
Grants, including capital grants;			
Government grants	-	56,742	56,742
Grants from other charities	-	1,500	1,500
	<u>2,536</u>	<u>58,242</u>	<u>60,778</u>
	Unrestricted funds General £	Restricted funds £	Total 2020 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	394	-	394
Donations from individuals	1,891	-	1,891
Gift aid reclaimed	180	-	180
Grants, including capital grants;			
Government grants	-	38,398	38,398
Grants from other charities	745	-	745
	<u>3,210</u>	<u>38,398</u>	<u>41,608</u>

3 Income from charitable activities

	Unrestricted funds General £	Total 2021 £
Hire	1,140	1,140
	Unrestricted funds General £	Total 2020 £
Admissions	3,410	3,410
Hire	3,071	3,071
	<u>6,481</u>	<u>6,481</u>

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

4 Income from other trading activities

	Unrestricted funds General £	Total 2021 £
Membership subscriptions	435	435
	<u>435</u>	<u>435</u>
	Unrestricted funds General £	Total 2020 £
Trading income;		
Sales of goods and services	3,660	3,660
Other trading income	1,325	1,325
Membership subscriptions	83	83
	<u>5,068</u>	<u>5,068</u>

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

5 Investment Income

	Unrestricted funds General £	Total 2021 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>11</u>	<u>11</u>
	<u>11</u>	<u>11</u>
	Unrestricted funds General £	Total 2020 £
Interest receivable and similar income; Interest receivable on bank deposits	<u>13</u>	<u>13</u>
	<u>13</u>	<u>13</u>

6 Expenditure on raising funds

a) Costs of trading activities

	Note	Unrestricted funds General £	Total 2021 £
Costs of goods sold		<u>381</u>	<u>381</u>
		<u>381</u>	<u>381</u>
		Unrestricted funds General £	Total 2020 £
Costs of goods sold		<u>1,952</u>	<u>1,952</u>
		<u>1,952</u>	<u>1,952</u>

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £
Admissions	6,749	52,646	59,395

	Unrestricted funds General £	Restricted funds £	Total 2020 £
Admissions	15,162	29,313	44,475

	Activity undertaken directly £	2021 £
Mill and site maintenance	53,677	53,677
Advertising and promotion	300	300
IT costs	578	578
Stationery	432	432
Independent Examination and accountancy	480	480
Insurance	1,785	1,785
Sundry expenses	448	448
Depreciation	390	390
Book keeping	1,030	1,030
Subscriptions	295	295
	<u>59,395</u>	<u>59,395</u>
	Activity undertaken directly £	2020 £
Mill and site maintenance	31,300	31,300
Advertising and promotion	6,564	6,564
IT costs	1,017	1,017
Stationery	699	699
Independent Examination and accountancy	440	440
Insurance	1,753	1,753
Sundry expenses	440	440
Depreciation	400	400
Book keeping	1,544	1,544
Subscriptions	318	318
	<u>44,475</u>	<u>44,475</u>

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

£15,162 (2019 - £11,028) of the above expenditure was attributable to unrestricted funds and £29,313 (2019 - £10,842) to restricted funds.

8 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2021 £
Independent examiner fees		
Examination of the financial statements	460	460
	<u>460</u>	<u>460</u>
	Unrestricted funds General £	Total 2020 £
Independent examiner fees		
Examination of the financial statements	440	440
	<u>440</u>	<u>440</u>

9 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>390</u>	<u>400</u>

10 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

12 Tangible fixed assets

	Land and buildings £	Other tangible fixed asset £	Total £
Cost			
At 1 April 2020	18,000	500	18,500
At 31 March 2021	18,000	500	18,500
Depreciation			
At 1 April 2020	1,800	382	2,182
Charge for the year	360	30	390
At 31 March 2021	2,160	412	2,572
Net book value			
At 31 March 2021	15,840	88	15,928
At 31 March 2020	16,200	118	16,318

13 Debtors

	2021 £	2020 £
Trade debtors	1,538	3,444
Prepayments	578	633
VAT recoverable	2,636	369
	<u>4,750</u>	<u>4,446</u>

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	660	1,510

15 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
Unrestricted funds				
General				
Unrestricted Funds	31,138	4,122	(7,130)	28,128
Restricted funds				
Stoke on Trent CC Community Investment Fund	3,825	-	-	3,825
Stoke on Trent CC	-	3,252	(3,252)	-
Stoke on Trent CIF Fund 2	9,085	20,000	(25,299)	3,786
Be Together	-	1,500	(375)	1,125
Heritage England	-	33,490	(23,720)	9,770
Total restricted funds	12,910	58,242	(52,646)	18,508
Total funds	44,048	82,364	(59,776)	46,634
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
Unrestricted funds				
General				
Unrestricted Funds	33,478	14,772	(17,114)	31,138
Restricted				
Stoke on Trent CC Community Investment Fund	3,825	-	-	3,825
Stoke on Trent CC	-	3,252	(3,252)	-
Stoke on Trent CIF Fund 2	-	35,146	(28,061)	9,085
Total restricted funds	3,825	38,398	(29,313)	12,910
Total funds	37,303	53,170	(46,427)	44,048

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

Stoke on Trent City Council Community Investment Fund £10,000 received to enhance the visitor centre

Stoke on Trent City Council £3,252 received for maintenance of the mill

Stoke on Trent Community Investment Fund 2 £35,146 received for maintenance of the mill

Stoke on Trent Community Investment Fund £20,000 for the refurbishment of the forge

Historic England £33,490 for the refurbishment of the visitor centre

Be-Together £1500 for the cost of developing an education mini website.

Shirley's Bone and Flint Mill Volunteers

Notes to the Financial Statements for the Year Ended 31 March 2021

16 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2021 £
Tangible fixed assets	15,928	-	15,928
Current assets	12,860	18,506	31,366
Current liabilities	(660)	-	(660)
Total net assets	<u>28,128</u>	<u>18,506</u>	<u>46,634</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2020 £
Tangible fixed assets	16,318	-	16,318
Current assets	16,328	12,910	29,238
Current liabilities	(1,510)	-	(1,510)
Total net assets	<u>31,136</u>	<u>12,910</u>	<u>44,046</u>